



HOME OCCUPATION CRITERIA

Intent/Purpose: The City of Shoreline recognizes the desire and/or need of some citizens to use their residence for business activities. The City also recognizes the need to protect the surrounding areas from adverse impacts generated by these business activities.

Residents of a dwelling unit may conduct one or more home occupations as an Accessory Use(s), provided:

- A. The total area devoted to all home occupation(s) shall not exceed 25% of the floor area of the dwelling unit. Areas with garages and storage buildings shall not be considered in these calculations, but may be used to for storage of goods associated with the home occupation.
- B. In residential zones, all the activities of the home occupation(s) (including storage of goods associated with the home occupation) shall be conducted indoors, except for those related to growing or storing of plants used by the home occupation(s).
- C. No more than two nonresident full-time employees (FTE) working on-site shall be employed by the home occupation(s).
- D. The following activities shall be prohibited in residential zones:
 - 1. Automobile, truck and heavy equipment repair.
 - 2. Auto bodywork or painting.
 - 3. Parking and storage of heavy equipment.
- E. In addition to required parking for the dwelling unit, on-site parking shall be provided as follows:
 - 1. One stall for each nonresident FTE employed by the home occupation(s).
 - 2. One stall for patrons when services are rendered on-site.
- F. Sales shall be limited to:
 - 1. Mail order sales.
 - 2. Telephone or electronic sales with off-site delivery.
- G. Services to patrons shall be arranged by appointment or provided off-site.
- H. The home occupation(s) may use or store a vehicle for pickup of materials used by the home occupation(s) or the distribution of products from the site, provided:
 - 1. No more than one such vehicle shall be allowed.
 - 2. Such vehicle shall not exceed a gross weight of 14,000 pounds, a height of 9' and a length of 22'.
- I. The home occupation(s) shall not use electrical or mechanical equipment that results in:
 - 1. A change to the fire rating of the structure(s) used for the home occupation(s) unless appropriate changes are made under a valid building permit.
 - 2. Visual or audible interference in radio or television receivers, or electronic equipment located off-premises.
 - 3. Fluctuations in line voltage off-premises.
 - 4. Emissions such as odor, bright lighting or noises greater than what is typically found in a neighborhood setting (Ord. 238 Ch. IV § 3(B), 2000).
- J. Home occupations that are entirely internal to the home; have no employees in addition to the resident(s); have no deliveries associated with the occupation; have no on-site clients; create no noise or odors; do not have a sign, and meet all other requirements as outlined in 20.40.400 may not require a home occupation permit.

Note: Daycares, Community Residential Facilities such as Group Homes, Bed and Breakfasts and Boarding Houses are regulated elsewhere in the Code.



HOME OCCUPATION CRITERIA WORKSHEET

Planning & Community Development

- ☐ Resident Employee Name: _____
- ☐ Address: _____
- ☐ Description of Business: _____

- ☐ Building Information
- Area for business _____ sq ft
- Total livable area ÷ _____ sq ft
- _____ %
- Home Occupation area ≤ 25% of total
(not including storage) ☐ Yes ☐ No
- ☐ Business activities take place:
- ☐ Indoors ☐ Outdoors
- If outdoors, what activity takes place outdoors: _____

- ☐ # of employees:
- Resident: _____ Non-Resident: _____
- ☐ Business includes:
1. Auto, truck, or heavy equip. repair,
 2. Auto bodywork or painting, or
 3. Parking/storage of heavy equipment
- ☐ Yes ☐ No
- If yes, describe: _____

- ☐ Parking provided:
- # of spaces provided: _____
- Size of parking spaces: _____ ft x _____ ft
- ☐ Sales include: ☐ None
- ☐ mail order ☐ telephone or electronic sales
- If sales, how is product delivered? _____

- ☐ Services
- ☐ Off-site ☐ By appointment
- If by appointment at residence, please describe
number of customers expected on average: _____

- ☐ Vehicle used for pick-up/delivery:
- ☐ Yes ☐ No
- If vehicle(s) used for business, please describe:
- # of vehicle(s): _____
- Type of vehicle(s): _____
- Location vehicle will be stored: _____
- Is the vehicle exclusively used for the business?
- ☐ Yes ☐ No
- ☐ Is any specialized equipment required for
the business? ☐ Yes ☐ No
- If yes, describe: _____

- ☐ Will the residence be remodeled or added
onto for the business? ☐ Yes ☐ No
- ☐ Will a sign be displayed to advertise the
business? ☐ Yes ☐ No
- If yes, what size and type is planned? Please
describe: _____

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The Development Code (Title 20) is located at mrsc.org